



CITY OF POMONA COUNCIL REPORT

November 19, 2018

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Meg McWade, Public Works Director

Subject: Approval of an Amendment to the Agreement with Greentech Landscape, Inc. Removing Fuel Modification Area Maintenance from the Scope of Work and Eliminating all Costs from the Agreement Related to these Services for the Phillips Ranch Assessment District - Zones A&B

OVERVIEW

Recommendation – That the City Council:

1. Approve an Amendment to the Agreement with Greentech Landscape, Inc. (Greentech) removing the fuel modification area maintenance and eliminating all costs from the Agreement related to these services for the Phillips Ranch Assessment District - Zones A&B; and
2. Authorize the City Manager to execute the Amendment to the Agreement and any extensions thereto, subject to approval as to form by the City Attorney.

Fiscal Impact – The elimination of all services related to fuel modification area maintenance from the Greentech contract will reduce the monthly rate from \$31,248.34 to \$26,569.48, a monthly reduction of \$4,678.86. Staff will reduce the FY 2019 purchase order issued to Greentech by \$37,430.88 and utilize the funding to address the fuel modification area with other contractors.

Previous Council Action - On August 7, 2017, the City Council approved an Agreement with Greentech Landscape, Inc. to provide landscape maintenance services for Phillips Ranch Assessment District – Zones A & B, at an annual cost of \$374,980.08.

EXECUTIVE SUMMARY

The Parks & Facilities Division of Public Works has been working closely with Greentech on maintenance of the Phillips Ranch Assessment District. Due to deficiencies with fuel modification area maintenance, Greentech and the City have agreed to remove the fuel modification from the Scope of Work in the Agreement. The funding from the contract reduction will be used to hire contractors that specialize in this type of work.

BACKGROUND

On July 2, 2018, the City sent Greentech a letter (Attachment) confirming the grace period to bring deficiencies up to date had ended, and the City would proceed with enforcement of Section 5 (*Withholding or Deducting Compensation*) of the Agreement. The City and Greentech met weekly to review progress made on any deficiencies within the fuel modification areas. After further negotiations, the City and Greentech agreed to remove fuel modification maintenance from the Scope of Work for the remainder of the contract term, effective August 2018.

City Staff will hire a contractor to provide maintenance for the fuel modification areas for the Phillips Ranch Assessment District.

The current Scope of Work is as follows:

<i>Description</i>	<i>Acres</i>	<i>Unit Monthly Price</i>	<i>Extended Price</i>
Maintenance of Open Space Area	59.48	\$44/Acre	\$ 2,617.12
Maintenance of Fuel Modification Areas	80.67	\$58/Acre	\$ 4,678.86
Maintenance of Slope/Ground Cover Areas	57.16	\$247/Acre	\$ 14,118.52
Maintenance of Turf Areas	29.62	\$332/Acre	\$ 9,833.84
Monthly Total			\$ 31,248.34*

*The total amount for a 12-month contract is \$374,980.08

The Amendment to Agreement will amend the Scope of Work as follows:

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>APPROXIMATE QUANTITY</i>	<i>UNIT MONTHLY PRICE</i>	<i>EXTENDED MONTHLY PRICE</i>
1.	Maintenance of open space areas (per acre, per month)	59.48 Acres	\$44.00	\$2,617.12
2.	Maintenance of fuel modification areas (Per acre, per month)	0 Acres	\$0	\$0
3.	Maintenance of slope/ground cover areas (Per acre, per month)	57.16 Acres	\$247.00/Acre	\$14,118.52
4.	Maintenance of turf areas (Per acre, per month***)	29.62 Acres	\$332.00 / Acre	\$9,833.84
TOTAL MONTHLY BID (For all Areas Service to be Performed):				\$ 26,569.48
TOTAL BASE BID AMOUNT FOR A 12-MONTH CONTRACT:				\$ 318,833.76

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Staff recommends that the City Council approve an Amendment to the Agreement with Greentech Landscape, Inc. removing the fuel modification area maintenance and eliminating all costs within the Agreement related to these services for the Phillips Ranch Assessment District - Zones A&B.

Attachment: Letter to Greentech Landscape, Inc. dated July 2, 2018

Prepared by: Michael Sledd, Parks & Facilities Manager
Jizelle M. Campos, Sr. Management Analyst

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